

In the City Council
City of Lodi
Lodi, California

RESOLUTION NO. 1127

RESOLUTION ADOPTING PROCEDURE AND
METHODS FOR THE ADMINISTRATION OF
A PERSONNEL SYSTEM IN THE CITY OF
LODI

WHEREAS, as directed by this City Council, "Public Administration Service" has prepared and filed a report entitled "PROCEDURE AND METHODS OF PERSONNEL ADMINISTRATION, LODI, CALIFORNIA", and,

WHEREAS, the Board of Review regularly appointed in accordance with Ordinance No. 276 of this City has recommended the approval and adoption of the said report as a method of standard procedure to be followed in the administration of the City's personnel system, with certain revisions to-wit:

Section 2 of Rule IV, Page 32 to read as follows:

Section 2. Adoption of Plan. Before becoming effective, the classification plan shall be presented to the Board of Review for adoption.

Page 49 "ALPHABETICAL LIST OF CLASS SPECIFICATIONS"

Change Specification No. 31 to "Assistant Engineer and Assistant Inspector."

Change Specification No. 9 to "Poundmaster"

Change Specification No. 32 to "Radio Technician and Assistant Engineer"

Change Specification No. 5 to "Junior Library Assistant"

Change Specification No. 18 to "Apprentice Lineman"

Insert after Specification No. 18, the classification "Library Assistant"

In "Appendix B, Class Specifications" Page 5, Library Assistant. In the first line insert the word professional after the word related under the heading "Kind of Work".

Substitute the word "intermediate" for the word in the first line of "Distinguishing Features of Work"

Under Requirements for Work, Paragraph "2" to read as follows:

... examination": Experience and training equivalent to: Graduation from a college or university of recognized standing and one year of training in an accredited library school.

... examination from the next lower rank after at least 10 years experience, including at least 6 years work of a professional nature, and at least 9 units of study in library science in an approved school"

Under Senior Library Assistant, page 6 of Appendix B paragraph 2 to read:

"Desirable Preparation: Experience and training equivalent to: Graduation from a college or university of recognized standing and one year of training in an accredited library school.

or,
Graduation from a college or university of recognized standing including one year of training in library science and 2 years of experience in a library of recognized standing, or,

Promotion by examination from the next lower rank after at least 10 years experience, including at least 6 years work of a professional nature, and at least 9 units of study in library science in an approved school"

Page 9 of Appendix B. - Change title to Foundmaster, (eliminating the word "Dog")

Page 10 of Appendix B. - Under Necessary Special Qualifications. - Change

Age from 21 to 28 years to 21 to 30 years (Relating to Police Patrolman)

Page 11 of Appendix B. - Under Necessary Special Qualifications. - Change

Age from 18 to 28 years to 21 to 30 years (Relating to Firemen)

Specification 18, change title to APPRENTICE LINEMAN

Specification 31, change title to ASSISTANT ENGINEER AND ASSISTANT INSPECTOR.

Specification 32, change title to RADIO TECHNICIAN AND ASSISTANT ENGINEER

BE IT RESOLVED, that the said report as revised by the said Board of Review, be, and the same is hereby adopted and approved by this City Council as the rules, regulations and methods of procedure to be followed in the administration of the personnel system of this City and to carry out and perform the enactments made in the said Ordinance No. 276.

BE IT ALSO RESOLVED, that the list of classifications recommended by said Board of Review dated June 2, 1942, viz:

Engineer - Street Department: Radio Technician and Assistant Engineer, Assistant Engineer and Assistant Inspector, Labor Foreman, Equipment Operator, Equipment Mechanic, Maintenance Laborer, Laborer.

Department of Finance: Deputy City Clerk, Account Clerk, Clerk - Stenographer.

Department of Public Utilities: Utility Plant Operator, Electric Serviceman, Electric Meter and Serviceman, General Foreman-Electric Service, Line Foreman, Lineman, Apprentice Lineman, Water Service Foreman, Water and Sewer Man, Groundman.

Department of Public Health and Safety: Police Patrolman, Fireman, Poundmaster, Chief Sewage Plant Operator, Utility Man.

Park Department: Park Caretaker

Janitor Department: Janitor

Library Department: Librarian, Senior Library Assistant, Junior Library Assistant, Library Assistant.

be and the same are approved as the classification list for positions in the classified service of this City.

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I, J. F. BLAKELY, City Clerk of the City of Lodi do hereby certify that the above Resolution No. 1127 was regularly introduced, passed and adopted by the City Council of said City in regular meeting held June 3, 1942 by the following vote:

AYES:	Councilmen,	Rinn, Coffield, Riggs, Weihe and Bull
NOES:	COUNCILMEN,	None
ABSENT:	Councilmen,	None

(Signed) J. F. BLAKELY
City Clerk